

Notice of Termination from the WIC Program

<\$TODAY\$>

<<ChildTable01.ParentGuardian>>

<<ChildTable02.FAdd_FormattedAddress>>

Dear <<ChildTable01.ParentGuardian>>:

<<childtable04.ParticipantName>> will be terminated from the Iowa WIC Program effective on _____ for the following reason:

- ☐ Categorical ineligibility (child over 5 years old; woman more than 6 months postpartum; woman breastfeeding past 12 months)
- ☐ Failure to provide proof of income in 30 days
- ☐ Moved out of state
- ☐ Over income guidelines at mid-certification
- ☐ Failed to reapply. Call the number below to make an appointment. If you already have an appointment, please keep it.
- ☐ Participant or parent/guardian request
- ☐ Deceased
- ☐ Program serving only higher priority classes (may be put on waiting list if requested)

This notice affects only <<childtable04.ParticipantName>>. Please pick up checks and keep WIC appointments for other family members.

You have a right to a hearing if you wish to appeal this decision. Your appeal rights are explained below.

1. Send a written request for a hearing to your local WIC agency within 90 days of receiving this notice.
2. The hearing officer will schedule a hearing within 21 days of receiving your request. You will receive notice of the time, place and date at least 10 days before the hearing.
3. Before and during the hearing, you have the right to read all of the public documents on file about the decision that is under appeal.
4. During the hearing you may speak for yourself or be assisted by a relative, friend, other person, or lawyer at your expense; bring witnesses; question or refute any testimony or evidence; question any adverse witnesses; and provide evidence to establish facts and circumstances related to your case.
5. The local hearing officer will issue a written decision within 45 days of your request for the hearing unless a longer time period is agreed upon by both parties.
6. Either party may appeal the written decision to the Division Director, Division of Health Promotion & Chronic Disease Prevention, Iowa Department of Public Health.

This appeal must be made within 15 days of the mailing date of the decision made by the local hearing officer. The procedures listed above must be followed for a second appeal about the decision.

If you appeal a mid-certification termination within 15 days of receiving this notice, <<childtable04.ParticipantName>> will continue to receive WIC checks during the appeal process as long as required certification appointments are completed.

<<ChildTable03.LA_FormattedAddress>>

In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability.

To file a complaint of discrimination, write U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, DC 20250-9410 or call toll free (866) 632-9992 (Voice). Individuals who are hearing impaired or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339; or (800) 845-6136 (Spanish). USDA is an equal opportunity provider and employer.